



LEROY D. BACA, SHERIFF

County of Los Angeles
Sheriff's Department Headquarters
4700 Ramona Boulevard
Monterey Park, California 91754-2169

A Tradition of Service



November 29, 2011

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

60 November 29, 2011

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

**JUSTIFICATION FOR INCIDENTAL EXPENSE IN EXCESS OF \$5,000
24TH ANNUAL CONTRACT CITY MANAGERS EDUCATIONAL SEMINAR
(ALL DISTRICTS) (3 VOTES)**

SUBJECT

The Los Angeles County Sheriff's Department (Department) is seeking Board approval to use Department funds to pay for expenses that will be incurred at the 24th Annual Contract City Managers Educational Seminar (Seminar), which will be held February 23 - 24, 2012, at the Sheraton Universal City Hotel.

IT IS RECOMMENDED THAT YOUR BOARD:

Approve the Department to use its existing operating budget to fund this expenditure, which is anticipated to cost \$35,000.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The two day Seminar will be attended by Contract City Managers, Public Safety Directors, and Department executives. The purpose of the Seminar is to discuss a wide variety of social issues and strategies that affect the delivery of Department law enforcement services to the contract cities. The Department works collaboratively with its contract cities in hosting this event.

Approximately 125 attendees will participate in the Seminar, which includes breakfast, lunch, and dinner. The anticipated cost for the 2012 Seminar is approximately \$35,000. Board of Supervisors approval is required for incidental expenditures in excess of \$5,000 (L.A.C.C. 5.40.097). A deposit for the event will be due upon approval.

Implementation of Strategic Plan Goals

This Seminar relates to the Los Angeles County's (County) Strategic Plan, Goal 1, Operational Effectiveness, by providing effective administration of the Department's Contract Cities Program, at no net County cost.

FISCAL IMPACT/FINANCING

There is no net County cost for this Seminar. The Seminar is funded by all 42 contract cities through the Consolidated Law Enforcement Costing Model. The cost of the Seminar is recovered in the rates the contract cities pay for their law enforcement services and budgeted to the Department's Contract Law Enforcement Bureau.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The total estimated expense amount of \$35,000 exceeds the \$5,000 threshold for incidental expenses. Therefore, the item must be approved by the Board.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

This Seminar has no impact on current services.

CONCLUSION

Upon approval by your Board, please return the adopted Board letter to the Department's Contract Law Enforcement Bureau for further processing.

Sincerely,



LEROY D. BACA

Sheriff

LDB:BAF:SRK:srk